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August 12, 2008

TO: Each Health Deputy

FROM: Jonathan E. Freedman
Chief Deputy

SUBJECT: **SOLE SOURCE PURCHASE ORDER WITH THE PUBLIC HEALTH
INSTITUTE CENTER FOR HEALTH LEADERSHIP AND PRACTICE**

This is to notify you of our intention to issue a sole source purchase order in the amount of \$8,500 with the Public Health Institute, Center for Health Leadership and Practice (CHLP) to provide leadership and design of best practices services to the Communicable Disease Control and Prevention Program (CDCP) director and senior managers. This training is in alignment with the following specific goals of the Department of Public Health (DPH) Strategic Plan: Goal 5: Workforce Excellence (enhance the quality and productivity of the DPH workforce), and Goal 4: Organizational Effectiveness (ensure delivery systems are efficient, effective and goal-oriented).

CHLP's knowledge and experience providing these services since 2005 to CDCP will ensure the continuity of the design, approaches and strategies that CDCP management identified during previous seminars under CHLP's guidance.

If you have any questions or need additional information, please let me know.

JEF:kd

c: Jonathan E. Fielding, M.D., M.P.H.
Sheila Shima
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